

Bi-Monthly Conference Call
June 11, 2009

Present:

Broadwater, Dianna Hall; Cascade, Carol Keaster; Dawson, Jeannie Seifert and Connie Undem; Deer Lodge, Linda Best and Joann Proxell; Fergus, Jane Timpano and Shirley Ernst; Flathead, Jeannine Lund and Jody White; Gallatin, Darcy Hunter; Hill, Tessa Roberts and Crysandra Allard; Lake, Emily Colomeda; Lewis and Clark, Maggie Peteja; Ravalli, Margaret; Riverstone, Gayle Espeseth; Sanders, Karen Dwyer and Sue Hazlett; Sheridan, Susan Tefre and Kathy Helmuth; Silver Box, Lori Stenson and Julia Coyne; Valley, Julie Lawson; State Office, Joan Bowsher, Carrie Reynolds, Mark Walker, Chris Fogelman, Linda Stallings

Absent: Custer, Lincoln, Missoula, Teton, Fort Peck, Northern Cheyenne, Blackfeet, Crow, Salish and Kootenai, Fort Belknap and Rocky Boy

Item	Comments	Action
Budget Packets	<p>Out now; return by July 31st</p> <p>State Sponsored Travel—we will ask for OA of \$40,000 which is already in the grant amount; locals determine how much should be in travel line item.</p> <p>Synopsis of Upcoming Training—August one day MetNet on breastfeeding, state plan and civil rights for minimum of one person; SPIRIT Training in January (?) for one week for all staff with sessions located in east and west of State, State will pay travel and per diem for this training, local pays for staff time; SPHM in Bozeman in April, must have at least one person attend.</p>	<p>Request made for a written version of the projected training requirements. Joan will create and attach to a future Weekly Information and Communication Newsletter</p>
State Update	<p>We were awarded two infrastructure grants. One for re-branding WIC, creating new logo, theme and materials. The other was for promoting use of the fruit and vegetable benefit (cash value benefit) at farmers' markets. Official notice has not arrived.</p> <p>WIC FMNP locations this summer are in Cascade (Great Falls and Black Eagle), Custer (Miles City), Dawson (Glendive), Flathead (Kalispell), Lewis and Clark (Helena), Missoula (Missoula-2), Ravalli (Hamilton, Stevensville and Darby), Riverstone (Billings) and Valley (Glasgow).</p> <p>Reason for smaller amount of checks sent to local WIC FMNP are 1) return of Riverstone into the mix; and 2) last year cashed nearly all of food dollars, there is not back-up if we over expend food dollars. Must issue \$16 dollars of WIC FMNP checks to participant, but can issue them first</p>	

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	<p>come/first serve and when gone, they're gone or issue one set per household, or make sure participant intends to use them.</p> <p>National WIC Association Conference was attended by Chris Fogelman and two local staff sent by their Program, Mary Strand and Arwyn Welandar. Chris reported that she attended sessions on a food package rollout from a retailers' perspective, found a couple of new multi-user breast pumps to consider, and reviewed some poster sessions (Missoula had one) for materials.</p> <p>Nutramigen formula was reformulated and in a new powdered container size. Now it is Nutramigen Enflora LGG. New food package information was sent in N-07-09 in a prior Weekly Information and Communication Newsletter.</p> <p>Remember, tracking of all staff reading or obtaining the information from a Numbered Memo is still required even though they are sent out through the Weekly Information and Communication Newsletter to all staff.</p>	<p>Local staff check powdered format is available in your stores, issue appropriately. Request names of Nutramigen recipients if you want those.</p> <p>Local program maintain documentation that all staff have reviewed the Numbered Memos.</p>
Food Package Task Force Update	<p>(Carrie)</p> <p>Have retailers received any materials? No, we do have a plan, but have held off until we had a better idea of the rollout timeline. Now that we know more, they should start seeing materials soon.</p> <p>Will the training include information about customer service? Yes, it will.</p>	
New Food Package Questions	<p>There were no questions. Announced that we have one bread, Wonder 100% Whole Wheat which will be available statewide and one bread, Franz 40 Calories Per Slice which will be available on the western side. We are waiting to hear about another bread.</p>	
Breastfeeding & Supplemental Formula	<p>Guidance was provided. The 06-15-09 Weekly Information and Communication Newsletter has a copy attached.</p>	<p>Chris will have the document attached to an upcoming newsletter.</p>
IT Update	<p>Talking to the proposed contractor. There were a couple of hurdles. We expect to have a signed contract in the next week or two.</p> <p>Kick-off is expected to be in early July. Rollout in mid-January. Telecommunications research and possible rules are being examined.</p>	

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	<p>User Acceptance Testing (UAT) is planned for October. Detailed training on the M-SPIRIT system will be the week of Oct 5th with testing by the trained staff in one week periods over the next 4 weeks. Eight volunteers are requested. The State will pay travel and per diem costs for the two trips to Helena. Locals who participate in UAT will be super users with more expertise in the M-SPIRIT system.</p> <p>SIS will continue with M-SPIRIT. One current change with SIS and Participant Lookup is that the password is not linked to change in both if the password is changed in one. This will be modified in a new version, but at this time if you want your SIS and Participant Lookup password to be the same, you will have to change it in both.</p> <p>The table in the formula request screen has been updated. It now has the most common formulas at the top. Formulas not currently being used have been removed.</p>	<p>Volunteers will be formally requested in an upcoming Weekly Information and Communication Newsletter.</p>
Announcements and Reminders	<p>Encourage all of your staff to read the Weekly Information and Communication Newsletter each week.</p> <p>The Participation Report was late due to a version software change of Oracle that occurred in the State Office. Everyone should review the report and numbers for their program as well as for surrounding programs and monitor the changes. When the final negotiations are completed with the implementation contractor, we will be able to provide a schedule of the rollout to all local staff. Linda reminded everyone that July is time study month. Most of the time studies for April were submitted in the first two weeks of May. This was very helpful. Two time studies are still outstanding from April. So get those to Linda.</p> <p>Joan thanked everyone for participating in the local staff survey and the participant survey. A report will be available soon.</p>	<p>A few local programs stated they have participant surveys to send. They should be mailed in as soon as possible so the report can be completed.</p>
Other Topics	<p>Broadwater and Sanders indicated they had not received their Sesame Street videos.</p> <p>A question was asked about who had started using</p>	<p>Linda will check into it.</p>

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	<p>the videos with participants. Three were listed for contact, they were Lewis and Clark, Missoula and Richland.</p> <p>The next Weekly Information and Communication Newsletter will have information about applying for outreach mini-grants.</p>	
Next Call	August 6, 2009 from 9:00 am to 11:00 am	